



Biometric Residence Permits for Entry Clearance Applications - July 2016

*** BRP = Biometric Residence Permit card. This guidance is based on frequently asked questions. It is not intended to be used on its own and you should always refer to the guidance on the ISVAT web pages.**

This information is aimed at students who applied for their visa outside the UK.

What is a Biometric Residence Permit (BRP)?

The BRP is a visa; it is the only official evidence of the holder's right to stay, work or study in the UK. A BRP looks like this:



If your visa will be more than 6 months in duration, your visa will be in the form of a BRP is your visa. You must carry your BRP with your passport when re-entering the UK after travel.

When do I get my BRP?

You will collect your BRP from a Post Office within 10 days of arriving in the UK. You will not be given the BRP in your home country.

How do I enter the UK without my BRP?

When you are successfully granted your Tier 4 visa, you will be issued with two documents:

- a temporary vignette (sticker) in your passport; **and**
- a decision letter which confirms:
 - that you have been granted a Tier 4 visa;
 - the length of your visa;
 - details of where to collect your BRP when you arrive in the UK;
 - if you need to register with the Police upon arriving in the UK.

It is very important that you do not lose the original decision letter. You will need this to be able to travel to the UK and collect your BRP. You may wish to keep a copy of both the temporary vignette and decision letter for your records.

Why will I have a temporary vignette in my passport?

The temporary vignette is only valid for 30 days and it will permit you to enter the UK to collect your BRP. It will start either:

- 30 days before the course start date as shown on your CAS; **or**
- 7 days before the intended travel date as shown on the application form (whichever is later).

I will be over 18 when I arrive in the UK. How do I choose where to collect my BRP when I arrive in the UK?

You must collect your BRP from a Post Office within 10 days of arriving in the UK. Only certain Post Offices are participating in the scheme and these are allocated by the postcodes you submit on your Tier 4 application form.

When completing the Tier 4 application form, you will be given the opportunity to select which participating Post Office you can collect your BRP from. You have three options:

- Residential postcode – based on the address you provide for your accommodation in the application form
- Sponsor address postcode – this is LSE's postcode which is WC2A 2AE
- Alternative address postcode.

We advise the following:

- If you know the details of your accommodation when you apply for your visa, choose this as your first choice Post Office to collect your BRP. It is likely that these Post Offices may have less people attending to collect a BRP.
- If you do not know where you will be living when you make your Tier 4 application, you can then choose the sponsor address as the first choice to collect your BRP. The Post Office the LSE has been allocated is Aldwych.
- If you are not planning to come directly to London, for example you are visiting family, you can select the alternative address postcode to collect your BRP. If you do choose this option, please plan carefully to ensure you have enough time to collect the BRP. It is possible to get the BRP sent to an alternative postcode once you have arrived, but this is likely to cost £19.20 to arrange.

I am under 18 and travelling alone; who can act as my responsible adult?

Please [contact us](#). We can arrange for one of our team to act as your responsible adult but you must select Aldwych Post Office as your chosen BRP collection location.

My visa application was delayed and I am unable to collect my BRP in time to register. What can I do?

You should plan to arrive in the UK as soon as possible so that you can collect your BRP to register. However, sometimes there are issues with visa applications which means your travel is delayed e.g. a refusal. [Contact us](#) for advice on what you can do to register for your programme.

My circumstances have changed and I am unable to travel within the 30 day period on the temporary vignette. What do I do?

We recommend that you plan to travel to the UK as early as possible within the validity of your temporary vignette. However, if your circumstances change and you are unable to travel within the 30 days, it may mean that you are unable to arrive on time for your programme. [Contact us](#) for advice on the steps you need to take. Please note that there is a £189 application fee for a [new temporary vignette](#).

Do I need my BRP to be able to register for my programme?

Yes, unless there are extenuating circumstances, we will only be able to register you for your programme if you are able to provide your BRP. Information on the immigration documents required for registration can be found [here](#). You will also need to show your passport and temporary vignette in order to register for studies.

Can I collect my BRP from the LSE?

No. You must collect it from the Post Office that you select within your visa application. You may have friends whose institution will have the BRPs delivered directly to them, however this is an optional scheme which LSE does not currently participate in.

I'm under 18. Can I collect my BRP myself?

If you are under 18, you can only collect your permit in person if you are accompanied by a parent, legal guardian or responsible adult who has been approved by the Home Office. The responsible adult must be approved before they can accompany you to collect your BRP. If you will be visiting family members before registering at the LSE, they may be able to act as your responsible adult. Our team can advise on the steps you need to take to [register them with the Home Office](#).

Can someone else collect my BRP for me?

You are expected to collect your own BRP. However, if there is a serious illness/disability which prevents you from collecting it, you may be able to nominate someone else to collect it on your behalf. [Contact us](#) for advice if required.

What do I need to take to the Post Office?

You need to provide:

- Your full address at the time you are collecting your BRP including the postcode;
- A telephone number (overseas is fine if you do not have a UK one yet)
- Your original decision letter confirming the details of your visa and that it has been granted. If you do not have it the Post Office can refuse to give you your BRP.

The Post Office recommend that you collect your BRP between either 9:30am to 12:00pm or 2:00pm to 4:00pm; Try to avoid lunchtimes as these are the busiest.

I have lost my decision letter; what do I do?

If you lose it before travelling, contact your local visa application centre. If you lose it after arrival in the UK, you should report it immediately [online](#).

The information on my decision letter is incorrect. What do I do?

We strongly recommend that you try to get any errors on your decision letter corrected before travelling by contacting your visa application centre or the embassy that issued your letter.

I lost my passport after arriving in the UK and haven't collected my BRP. What do I do?

Report this to the Home Office [online](#) immediately. You must inform your [Embassy](#) and arrange for a new passport. If your passport was stolen, you should [report the crime](#) to the local police. You should also [contact us](#) for advice.

My BRP hasn't arrived at the Post Office within 10 days of arriving in the UK, what should I do?

You need to inform the Home Office [online](#) immediately.

I am unable to collect it from the Post Office I selected in my application; can I change the location?

You can request for the BRP to be sent to a different Post Office. You should request this from the Post Office that you want it to be delivered to within 10 days of arriving in the UK. You will be charged a fee for this service.

The information on my BRP is incorrect. What do I need to do?

You should report the error immediately [online](#). If you fail to report an error within 10 days of collecting the BRP, you may not be able to get it corrected free of charge. If the Home Office advises you to send it to be corrected, take a copy of the front and back of your BRP before you send it (for your records) and post it via [Special Delivery](#) (keep the receipt as evidence).

Can I use my BRP as ID in the UK?

Not recommended. Whilst it is official ID, it is primarily your visa so we suggest that you keep it safe with your passport. Getting a replacement BRP is time consuming and expensive.

Who do I contact for help? For further immigration advice [contact the ISVAT team online](#). If you have questions about your CAS, contact the team who issued your CAS.